



Town of Arlington, Massachusetts
730 Massachusetts Ave., Arlington, MA 02476
Phone: 781-316-3000

webmaster@town.arlington.ma.us

Cultural Council Minutes 01/06/2005

Subject: Meeting Minutes 1-06-05

Arlington Arts Council
Minutes of January 6th ~2005
Robbins Library
Arlington, MA

Present: Betsy Campbell, Shari Craig, Jean Yoder, Karen Dillon Elinore Kagan, Amy Peters~,
Absent: Mary Babic, Michele Meagher, Leland Stein~

Due to the inclement weather attendance was down but once a quorum was recognized the meeting began.
 Shari Craig called the meeting to order at 7:35

Shari announced that Cheryl Hemenway has finished her term with the council and resigned.~ Shari will be approaching Cheryl to see if she is willing to stay involved in the yearly grant cycle process and perhaps act as a consultant.~ Mary Babic will notify prospective new members of Cheryl's resignation.

ITEM 1-Approval of Meeting minutes from December

The council noted that some of the grant #'s have to be changed~. Karen made the required changes to the minutes.
 Shari moved to approve the minutes, Jean seconded and all approved.

ITEM 2- Requests for funding and reimbursement.

Grant 2004-03 for Bill Berkowitz~requesting \$1,200.00 for his neighborhood photography exhibit.~ It was noted that Bill did a model job submitting exactly all the requirements to receive the reimbursement..
 Elinore~moved to approve,~Shari seconded and all approved.
 Shari submitted a receipt for 60.10 (the cost of printing the grant applications) Elinore~moved to approve,~Karen seconded and all approved.
 Grant 2004-07 for Hardy School requesting 650.00 for the clay class project. Elinore~moved to approve,~Shari seconded and all approved.

There are only two grants from 2004 that have NOT submitted the required paperwork to receive grant funding.~ They are Grant # 2004-12 -Stratton School and Grant # 2004-08 for the Arlington Friends of the Drama.~ Shari will contact them and let them know that the deadline to request funds is April 15th.~

ITEM 3- Dates for Upcoming Meetings

All future meetings will be held in the upstairs conference room of the Robbins Library on Thursday's from 7:30-9:00.

Karen has reserved the following dates and confirmed them with Ellen Perretta at The Robbins:

February 10th.

March 10th

April 7th

May 12th

Karen will call Stephanie Luccarelli in the Town Hall to see if she is the correct contact to send the approved meetings minutes to

in order to have them posted on the town website and made public record.

~

ITEM 4-Winter Event

Betsy is doing a fantastic job spearheading this effort.

The group decided that the event will be titled "Annual Grantee Reception"

We talked about what needs to be brought to the event

Shari, Elinore and Amy will bring linen tablecloths.

Karen will bring flowers and approach a florist for donations

We discussed the room configuration from last year and decided it was best to keep it the same.

We need crock pots and ladles.

We need platters (Karen will bring 2)

Karen sent an email to Les Masterson of The Arlington Advocate inviting him to the event and asking him for a reporter to be present.~ He has assured that he will attend either himself or send a staff reporter.

Elinore will need to find out if we should send a thank you to donors so they can write off their donations to the event (in-kind)

The group decided that we should have background music.~ Karen will ask Aine Minogue if she is willing to play a bit otherwise we can play her CD's.~ We will also need music of other genre's perhaps Jazz.~ Can Leland bring some CD's?

Karen will provide a Bose sound system.

Group decided that all group members should participate in breakdown and set up of the event.~ We will begin set up at 6:00pm Jean asked if a MCC council member is invited?~ Brenda James from the MCC is invited to the event.

Shari will make a brief presentation of this year's Grantees.-she will call them forward and ~A group photo should be taken.~

Then Margo will be given the floor.

Karen will send out an email confirmation to this year's grantees about the event and making sure they know about it.

She will need email addresses for grant recipients to do this.

Karen's husband will be the photographer again this year.

Can Leland still donate regent tickets as an incentive to community input.

Karen will create a "pretty" box for the questionnaires to be put in.

Shari has the pencils and paper goods from last year.

Karen will present an invitation to Marc Sanizzaro at Leader Bank in order to leverage a relationship and potential patronage from them.

~

ITEM 5-New Member Binders

Jean gave Amy the new member binder.~

~

ITEM 6 -Other Business

The ACC Annual report- Shari updated the report and submitted it to the group for review.~ It will be submitted to the town on January 15th.

~

~

Meeting adjourned at 8:55 pm.

Karen Dillon reserved the Conference Room in the Library~for the following~upcoming meetings:

~

~Thursday, February 10th

~

Thursday, March 10th

~

April 7th

~

May 12th

Please reserve these dates on your calendar.

Respectfully submitted by Karen Dillon